eSNOOPI Data Standards

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Request and enter **USDOT** numbers whenever possible.

When entering **company name and address, do not use** any **commas, periods or name abbreviations.** Avoid using spaces between initials in a company name.

Example: International Trucking not Intern'l Trucking. Enter the company name as applicant specifies it on form.

Abbreviations for Incorporated (**INC**), or Company (**CO**) will be used.

If the name has two or more **initials**, combine them (Example: JWD Benson, J&D Systems, MRC, ABC, etc no longer using spaces).

Refer to the US Post Office address standards & abbreviations, Section C pertains to addresses.
        http://pe.usps.gov/cpim/ftp/pubs/Pub28/pub28.pdf.

Examples: **PO** for Post Office box, **SE** for South East, **ST** for Street, **AV** for Avenue, & **BLVD** for Boulevard, etc.

Please use the **"&"** (ampersand) instead of **"and"** to save space.

The **license plate number** for the power unit **must be** entered for all **licensed** vehicles. If the vehicle is not licensed then the words **"NO PLATE"** must be entered for the **plate number**.
When entering **license plate numbers, we will no longer be using spaces between alpha & numeric characters**. (Examples: **BMW456**; **67890PR**; **B45792**).

The **complete vehicle VIN number** must be entered with no spaces.

Enter as much information as you can about the company, vehicle(s) & contact(s).
VIN numbers, Unit numbers, contact names and cell phones are invaluable to have on file.

In the event that you spot duplicate company entries in [Select Company] from the Issue Permit screen only, please notify Motor Carrier Services or phone at 360-704-6340 or FAX 360-704-6350 details.